



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

নং 527 দিশপুৰ, বৃহস্পতিবাৰ, 7 ছেপ্টেম্বৰ, 2017, 16 ভাদ, 1939 (শক)

No. 527 Dispur, Thursday, 7th September, 2017, 16th Bhadra, 1939 (S.E.)

GOVERNMENT OF ASSAM

ORDERS BY THE GOVERNOR

WATER RESOURCES DEPARTMENT :: ESTABLISHMENT BRANCH

NOTIFICATION

The 27th July, 2017

No. WR(E)104/2017/13.- In pursuance of the provisions contained under Section 4(1)(b) of the Right to Information Act, 2005, the required information is published for general information in the 17 point Information Manual given herein below:

17 POINT INFORMATION MANUAL
WATER RESOURCES DEPARTMENT
GOVERNMENT OF ASSAM

(Under Section 4(1)(b) of the Right to Information Act, 2005)

Information under Section 4(1)(b)(i): Organisation, functions & duties

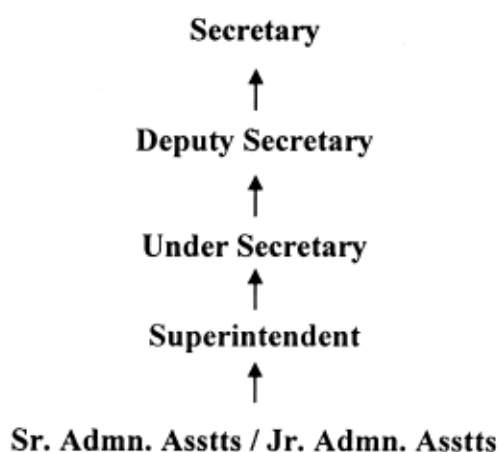
Shri Keshab Mahanta is the Hon'ble, Minister in charge of Water Resources Department, Assam.

Functions & duties of the Department are as follows:

Sl. No.	Particulars	
1	Name of Department	Water Resources Department
2	Head of the Department	Secretary to the Govt. of Assam
3	Branches of Department	1. Establishment Branch 2. Construction Branch 3. Budget Branch 4. Bill Branch 5. General & Investigation Branch 6. Issue & Nazarat Branch
4	Functions of Branches	Establishment Branch: Deals with all matters relating to policy formulation, employee relations, departmental administration, rules & regulations etc.
	Functions of Branches	Construction Branch: Deals with Plan & Estimate of different schemes, Land Acquisition, Court Cases, Assembly Matters etc.
		Budget Branch: Deals with utilization of Fund.
		General & Investigation: Deals with General WR issues, Plan & Estimates of Schemes, Land Acquisition, Court Cases of Barak Valley.
		Bill Branch: Deals with release of salary, payment of stationery items etc.
		Issue & Nazarat Branch: Deals with issue of letters & procurement of stationery items.

Information under Section 4(1)(b)(ii): Power & duties of officers and employees

Sl. No.	Designation of Officer	Duties allotted
1	Secretary	Overall responsibility of the Department with state jurisdiction.
	Deputy Secretary (I)	1. All matters relating to Establishment Branch. 2. All matters relating to Budget Branch. 3. All matters relating to Bill Branch. 4. All matters relating to Nazarat Branch.
3	Deputy Secretary(II)	1. All matters relating to Construction Branch. 2. All matters relating to General & Investigation Branch.
4	Under Secretary, Establishment	All matters relating to Establishment Branch, Bill Branch, and Nazarat Branch.
5	Under Secretary, Construction	All matters relating to Construction Branch.
6	Under Secretary, General & Investigation	All matters relating to General & Investigation Branch.
7	Superintendent	All matters relating to respective Branches.
8	Sr. Admn. Asstt	As per allotted works.
9	Jr. Admn. Asstt.	As per allotted works.

Information under Section 4(1)(b)(iii): Decision making process**Information under Section 4(1)(b)(iv):**

- Absolute integrity
- Devotion to duty
- Change with time
- To do nothing which is unbecoming of a government servant.

Information under Section 4(1)(b)(v):

- Assam Embankment & Drainage Act, 1953 (as amended)
- Assam Engineering (Flood Control Department) Service Rules, 1981 (as amended)
- Fundamental Rules & Subsidiary Rules
- Assam Civil Service (Conduct) Rules, 1964
- Assam Civil Service (Discipline & Appeal) Rules, 1965
- Assam Financial Rules
- Assam Delegation of Financial Power Rules
- All Rules relating to Reservation Policy of the Govt. of Assam
- Assam Confidential Rolls Rules, 1990 etc.

Information under Section 4(1)(b)(vi):

- a. Semi-permanent
- b. Temporary
- c. Normal

Information under Section 4(1)(b)(vii):

- a. Assam State Brahmaputra Valley Flood Control Board (ASBVFC Board).
- b. Technical Advisory Committee (TAC) Of ASBVFC Board.
- c. Flood & River Erosion Management Agency of Assam (FREMAA).
- d. Assam Water Research & Management Institute Society (AWRMIS)

Information under Section 4(1)(b)(ix):

Sl. No.	Designation	Name
1	Secretary	Shri Rajendra Prasad Das
2	Deputy Secretary (I)	Shri Arun Deb Sarma
3	Deputy Secretary (II)	Shri Ranjeeb Rai Baruah
4	Under Secretary (E)	Shri Akhilendra Narayan Goswami
5	Under Secretary (C)	Shri Mihir Bora
6	Under Secretary (G&I)	Smt. Ivy Buragohain
7.	Officer-On-Special Duty	Shri Dibakar Bhattacharjee
8.	Superintendent	Shri Parag Bharali Shri Bipin Ch. Talukdar Smt. Suraiya Begum Smti. Dipali Chetia
9	Sr. Admn. Assistants	1. Smt. Rupajyoti Kalita 2. Shri Dipak Kumar Hazarika 3. Shri Phanidhar Deka 4. Shri Prafulla Saikia 5. Smti. Minati Barman 6. Shri Nur Iman Ali 7. Shri Udhab Medhi 8. Shri Haren Deka 9. Shri Himangsu Sarma 10. Shri Diganta Saikia 11. Shri Utpal Sarma 12. Shri Atun Gung Gogoi 13. Shri Amar Jyoti Gogoi 14. Shri Moni Kt. Bori 15. Shri Biswajeet Saha 16. Smt. Pallavi Chamuah 17. Smti Debory Lalmingsang
10	Jr. Admn. Assistants	1. Shri Hitesh Baruah 2. Smti. Kabita Borah 3. Shri Tarun Deori 4. Shri Satyajit Konwar 5. Shri Tapan Seal 6. Smt. Manisha Basumutary
11	Senior Grade Computer Operator	1. Smti Manashi Dutta 2. Smti. Meera Devi 3. Smti Sunity Das Deka 4. Shri Anup Sinha
12	Junior Grade Computer Operator	Nil
13.	Grade-IV	1. Shri Bhaba Kt. Boro 2. Shri Maheswar Deka, 3. Shri Basanta Kalita 4. Smt. Anjali Devi

	5. Shri Biren Orang
	6. Smt. Golapi Baishya
	7. Shri Dinesh Kr. Singh
	8. Shri Mantu Kalita
	9. Shri Dulumoni Daimary
	10. Shri Om Prakash Prasad,
	11. Shri Babul Talukdar
	12. Shri Bhagawan Kakoty, Peon
	13. Shri Bhuban Ch. Bharali, Peon
	14. Shri Bishnu Baishya, Peon
	15. Shri Debajit Das, Peon
	16. Shri Jiten Sarmah, Peon
	17. Shri Maneswar Kalita, Peon
	18. Smti. Rinu Bhagawati, Peon
	19. Shri Sanjib Nath, Peon
	20. Shri Simanta Das, Peon
	21. Shri Surendra Nath Mandal, Peon

Information under Section 4(1)(b)(x): Monthly remuneration of officers & staff

Sl. No.	Name of employee	Basic Pay
1.	Rajendra Prasad Das, Secretary	(PB 36750 + GP 8700) = 45450
2.	Arun Dev Sarmah, Dy. Secy.(I)	(PB 34170 + GP 6600) = 40770
3.	Shri Ranjeeb Rai Baruah, Dy. Secy.(II)	(PB 35220 + GP 6600) = 41820
4.	Shri Mihir Kr. Borah, Under Secy.(C)	(PB 28410 + GP 6300) = 34710
5.	Shri Satyendra Kr. Sinha, F.A.	(PB 17940 + GP 6300) = 24240
6.	Shri Bipin Ch. Talukdar, Supdt.	(PB 40780 + GP 11500) = 52280
7.	Dipak Kr. Hazarika, Sr. AA	(PB 40900 + GP 9100) = 50000
8.	Shri Haren Deka, Sr. AA	(PB 32740 + GP 9100) = 41840
9.	Shri Uddhab Medhi, Sr.AA	(PB 34000 + GP 9100) = 43100
10.	Shri Amar Jyoti Gogoi, Sr. AA	(PB 23280 + GP 9100) = 32380
11.	Shri Biswajit Saha, Sr. AA	(PB 23280 + GP 9100) = 32380
12.	Smti Debory Lalhming Sang, Sr.AA	(PB 23280 + GP 9100) = 32380
13.	Shri Diganta Kr. Saikia, Sr.AA	(PB 23280 + GP 9100) = 32380
14.	Shri Himangsu Sarma, Sr. AA	(PB 26980 + GP 9100) = 36080
15.	Shri Moni Kanta Bori, Sr. AA	(PB 23280 + GP 9100) = 32380
16.	Shri Utpal Sarmah, Sr. AA	(PB 24910 + GP 9100) = 34010
17.	Smti. Pallavi Chamuah, Sr. AA	(PB 22340 + GP 8700) = 31040
18.	Shri Hitesh Baruah, Jr. AA	(PB 20680 + GP 8700) = 29380
19.	Smti. Kabita Baruah, Jr. AA	(PB 19810 + GP 8700) = 28510
20.	Smti. Manashi Dutta, Sr. C.O.	(PB 21430 + GP 7400) = 28830
21.	Smti. Meera Devi Sr. C.O.	(PB 20210 + GP 6200) = 26410
22.	Smti Sunity Das Deka, Sr. C.O.	(PB 18690 + GP 6200) = 24890
23.	Shri Bhaba Kt. Boro, Duftery	(PB 27180+ GP 4400) = 31580
24.	Shri Maheswar Deka, Jamadar	(PB 27180+ GP 4400) = 31580
25.	Shri Basanta Kalita, Jamadar	(PB 25360 + GP 4400) = 29760
26.	Smt. Anjali Devi, Peon	(PB 24460 + GP 4400) = 28860
27.	Shri Biren Orang, Peon	(PB 21720 + GP 3900) = 25620
28.	Smt. Golapi Baishya, Peon	(PB 21720 + GP 3900) = 25620
29.	Shri Dinesh Kr. Singh, Peon	(PB 20970 + GP 3900) = 24870
30.	Shri Mantu Kalita, Peon	(PB 20240 + GP 3900) = 24140

31.	Shri Dulumoni Daimary, Peon	(PB 15120 + GP 3900) = 19020
32.	Shri Babul Talukdar, Peon	(PB 13490 + GP 3900) = 17390
33.	Shri Bhagawan Kakoty, Peon	(PB 13490 + GP 3900) = 17390
34.	Shri Bhuban Ch. Bharali, Peon	(PB 13490 + GP 3900) = 17390
35.	Shri Bishnu Baishya, Peon	(PB 14020 + GP 3900) = 17920
36.	Shri Debajit Das, Peon	(PB 13490 + GP 3900) = 17390
37.	Shri Jiten Sarmah, Peon	(PB 13490 + GP 3900) = 17390
38.	Shri Maneswar Kalita, Peon	(PB 13490 + GP 3900) = 17390
39.	Smti. Rinu Bhagawati, Peon	(PB 13490 + GP 3900) = 17390
40.	Shri Sanjib Nath, Peon	(PB 13490 + GP 3900) = 17390
41.	Shri Simanta Das, Peon	PB 13490 + GP 3900) = 17390
42.	Shri Surendra Nath Mandal, Peon	PB 13490 + GP 3900) = 17390
43.	Shri Om Prakash Prasad, Chaukidar	(PB 12980 + GP 3900) = 16880

Information under Section 4(1)(b)(xi): Budget allocation

Year	Sl.No.	NAME OF SCHEME	Estimated Amount (Rs.in Lakhs)	Expenditure Incurred (Rs.in Lakhs)	Expenditure Not Incurred (Rs.in Lakhs)
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>
2016-2017	1	RIDF (NABARD) Central Share	18761	18470.24534	290.75466
	2	RIDF (NABARD) State Share	2397	895.78538	1501.21462
	3	FMP Central Share	122617.23	2722.54	119894.69
	4	FMP State Share	23436.99		23436.99
	5	Land Acquisition	175	26.02106	148.97894
	6	Court Case	120.00	117.95779	2.04221
	7	CMs Package	3807.73	3807.34	0.39
	8	Payment of W/C & M/Roll	129.63	77.35	52.28
	9	Strengthening and improvement, training and research facilities under AWRMI			
		0120-Brahmaputra Valley	450.00	191.74875	258.25125
	10	Land Reclamation & Research Project			
		0120-Brahmaputra Valley	300.00		300.00
	11.	Assam Water Mission			
		0120-Brahmaputra Valley	225.00		225.00
	12.	State Specific Scheme			
		0120-Brahmaputra Valley			
		Dredging of Bharalu, Mora-Bharalu, Bahini and Basistha	2267.73	1961.56825	306.16175
		A/E measures to protect Hel Bazar and its adjoining area from the erosion of river Hel.	260.00	259.99374	0.00626

	<i>R/S to Nonoi embankment R/B from N.H. 52 to RK B/dyke</i>	450.00	327.92	122.08
	<i>Excavation of river Ghiladhari, Kakadonga, Kalajan & Kharijan</i>	800.00	745.877	54.123
	<i>Providing Divisional Office Complex and Guest House with Conference Hall in Majuli island and re- construction and Renovation of Chief Engineer's building along with Renovation of Departmental Assets</i>	447.50	259.33760	188.1624
	<i>Providing Motor Launch at Majuli and for inspection of different erosion affected sites including transportation of different materials</i>	300.00		300.00
	<i>Strengthening of B/dyke from Sulung to 4 No. Barghuli</i>	95.00	94.99991	0.00009
	<i>Strengthening of B/dyke from Bhowkamari to Sapekhati</i>	99.00	98.99989	0.00011
	<i>For other Schemes</i>	1000.00	211.46960	788.5304
	<i>Recoupment of B/dyke from Ch. 0 to 950 M on L/B near Ambagan area</i>	98.00	97.99859	0.00141
	<i>Construction of B/Dyk from Chagalikata beel to Kasobill</i>	704.60	704.60	0.00
13	Assam Integrated Flood & River Bank Erosion Risk Management Investment Programme			
	Central Share	16944.00	12444.00	4500.00
	State Share	3800.00	3800	0.00
14	M&R	8425.31	6348.87845	2076.43155
15	Court Case	269.72	200.65856	69.06144
16	Training	5.000	4.99987	0.00013

Information under Section 4(1)(b)(xii): Subsidy programmes

No subsidy programmes are executed in the Department

Information under Section 4(1)(b)(xiii): Particulars of recipients of concessions, permits or authorisations

No concessions, permits or authorisations are granted by the Department

Information under Section 4(1)(b)(xiv):

No such information is available.

Information under Section 4(1)(b)(xv):

The State Public Information Officer is available during office hours.

Information under Section 4(1)(b)(xvi):

- a. **First Appellate Authority:** Shri Rajendra Prasad Das
Secretary to the Govt. of Assam
Water Resources Department
Dispur, Guwahati -06
- b. **State Public Information Officer:** Shri Arun Deb Sarma,
Deputy Secretary (I) to the Govt. of Assam,
Water Resources Department,
Dispur, Guwahati -06

Information under Section 4(1)(b)(xvii):

Centralized Public Grievances Redress & Monitoring System (CPGRAMS) is available for the general public to address their grievances directly to the government.

R. P. DAS,
Secretary to the Government of Assam,
Water Resources Department.